

Computer Learning 2001

THE OFFICIAL ANNUAL PUBLICATION OF THE COMPUTER LEARNING FOUNDATION™

with Computer Learning Foundation 2000-2001 Programs
& Computer Learning Month® 2000 Competitions

Teachers Teaching Teachers

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Every year, we at the Computer Learning Foundation survey where teachers' needs are, where children can benefit more from technology, what information parents need, current issues and new technologies. Our goal always is to identify where we can help teachers and parents the most to ensure children gain the benefits of technology to their learning.

Every few years, since computers began making their way into our schools, a new technology surfaces that offers phenomenal potential to teachers and children and gets us really excited. In the early days of using computers, word processors changed written communication forever. The advent of desktop publishing, graphics and presentation tools was exciting in that they enabled even young children to communicate more powerfully. The Internet and its vast educational resources and ability to facilitate communication offers so much potential that we have barely begun to scratch the surface.

We are now very excited about the potential we see of another new technology—the ability for even very young children to create their own Desktop Movies with tools similar to those once reserved only for professional film studios. What's particularly exciting is that Desktop Movies can be shared on the Internet, breaking down walls to teaching and learning, and offering the potential to change communication and learning dramatically. Teachers can learn from one another around the world in a highly effective manner—by observing other teachers in action. Students can take courses from teachers outside their school, expanding their opportunities for learning beyond what their district can offer. Students can learn from other students through sharing of powerful video presentations. These new technologies promise to change the way teachers teach, the way students and teachers learn and the way we all communicate. Plus they're fun to create!

This year, we are integrating learning about the new Desktop Movie technologies

with our theme of *Teachers Teaching Teachers*. To give you inspiration and ideas, we're sharing some of the many ideas we collected in last year's Computer Learning Month competition, *Winning Workshops and Materials for Professional Development*. We're taking professional development this year to a new level by encouraging educators to develop workshops and training materials using Desktop Movies and Web pages so teachers everywhere can learn from them. We're also launching the new Computer Learning Foundation Hall of Fame this year. It's been more than 20 years that teachers have been helping other teachers learn how to use technology effectively in their classrooms, and this year, we will be honoring exceptional educators you nominate in our new Hall of Fame.

The potential to student learning of creating Desktop Movies is significant, so we are offering a lesson plan contest for educators to tell us how Desktop Movies can be integrated most effectively into the curriculum. We are also encouraging students to develop Desktop Movies about their town as part of the Our Town initiative, along with the growing number of Our Town Web sites students have been helping develop.

To help everyone get started with Desktop Movies, we have included lots of information inside and at our Web site—from tips on creating great videos to which types of cameras connect to which type of ports and which software to use. And for our lucky winners this year, the grand prizes will provide everything you need to have even your little ones creating Desktop Movies—an iMac DV computer with iMovie 2 software *plus* a Canon digital video camera.

We encourage you to try your hand (and your students' hands) at video creation this year. We think you'll come away as excited as we are at the teaching and learning opportunities. Plus we know you'll have fun doing it. Best wishes for a meaningful Computer Learning Month and a great school year!

—Sally Bowman Alden
Executive Director



Computer Learning Foundation™

*Bringing Businesses, Communities and Schools Together
to Improve Children's Learning Through the Use of Technology*

Computer Learning Foundation's Mission—The Computer Learning Foundation is an international nonprofit educational foundation, dedicated to improving the quality of education and preparation of youth for the workplace through the use of technology. To accomplish its mission, the Foundation brings businesses, schools and communities together to help children and provides numerous projects and materials to help parents and educators use technology effectively with children.

Computer Learning Month®—Each October, the Computer Learning Foundation hosts *Computer Learning Month* to focus people's attention on the importance of technology to children's learning. This major grass roots educational effort involves thousands of parents, educators, children and community members each year in local activities and events that focus on learning new uses of technology and facilitate sharing of knowledge with others. To help people host local events in their communities, the Foundation offers low-cost planning materials and handouts to distribute at the events.

Annual Competitions—During Computer Learning Month, the Foundation hosts numerous contests to encourage students, educators and others to explore new uses of technology and to share their knowledge with others. The Foundation recognizes innovative projects with valuable prizes and disseminates the information collected in low cost publications and on-line resources, so others may benefit from these ideas.

Clearinghouse of Information—The Computer Learning Foundation serves as a clearinghouse of information for parents and educators by providing numerous low cost resource guides. The Foundation reviews materials to identify the best materials to help parents and educators use technology with children. All materials offered by the Foundation have been carefully reviewed and selected as the best available to help parents and educators.

For information on becoming a corporate sponsor of the Computer Learning Foundation, visit
<http://www.computerlearning.org>.

Advocate for Technology and Children—The Foundation advocates for increasing children's access and effective experiences with technology both at home and at school. Often consulted by the press, the Foundation works with many major magazines and newspapers on articles to provide parents and educators with the information they need.

Our Town™—The Foundation's newest initiative, *Our Town*, involves students in the development of an Internet resource on towns that is accessible through the Foundation's Web site. Currently, more than 125 communities are involving their students in this initiative. In *Our Town*, students work with others—local schools, businesses, community organizations, government offices—to develop a Web site for their town, then register it with the Foundation. Easily integrated into classroom and after-school activities, *Our Town* makes learning more relevant and provides students with the opportunity to learn more about and develop pride in their community. Students also learn how to communicate on the World Wide Web and more important, contribute to the development of a resource of value to people all over the world.

Computer Learning Foundation Web Site—To disseminate more information to parents and educators economically, the Foundation is increasingly posting information and resources on its Web site <<http://www.computerlearning.org>>. Currently, people may review Foundation articles, browse and order resource materials, find out about Computer Learning Month activities and competitions, visit *Our Town* sites, find links to safe sites for children, locate lesson plans written by educators and learn of new Foundation projects and materials as they are announced. Other sections are planned, so make sure to visit regularly.

Foundation Partners—The Foundation partners with corporate and public sector organizations to accomplish its mission. The Foundation has been officially endorsed by 56 U.S. and Canadian departments of education and 25 national nonprofit organizations. The Foundation is funded by the contributions of corporations and individuals.

Computer Learning Foundation™

P.O. Box 60007
Palo Alto, CA 94306-0007
Phone (408) 720-8898
FAX (408) 720-8777
Email Address: clf@computerlearning.org
Web site: <http://www.computerlearning.org>

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Teachers Teaching Teachers

From Sharing Information in the Hallway to Desktop Movies on the Internet

By Merle Marsh, Ed.D.

Who Are the Best Teachers of Teachers? Just ask teachers about their learning. Who inspired them to become a teacher? Who helped them when they became a teacher? To whom do they constantly turn for advice? Where do they get many of their ideas?

The answer most given is almost universal—other teachers. These role models might be the teacher across the hall, a master teacher in their school district, a teacher who taught them years ago, or a teacher they heard at a convention or even on television or in a videotape. There are, of course, school administrators, students and specialists such as librarians and technology people who have helped, but when teachers are looking for that “just right” inspiration, other teachers can’t be beat.

It makes sense. Other teachers know. They are aware of the demands on time and talent. Although no two teachers teach in exactly the same way, they understand what is possible for each other and how to make what seems impossible possible. Teachers recognize those who are exceptional teachers and copy them in their own way. They model what successful teachers are doing and reshape the methods to fit their unique style. Although they may participate in conferences, graduate courses and inservice sessions, most teachers attribute their successes in teaching to ideas and methods gathered from colleagues. No where is this more obvious than in learning how to use technologies and how to integrate them into the curriculum. Let’s face it, most schools have never had the luxury of hiring a staff of professionally trained computer experts like industry does to set everything up, train everyone who needs to learn how to use the technologies, keep everything running and provide individualized help when needed. And even if they had this staff of technical experts, the lion’s share of teachers’ learning would still come from other teachers because computer engineers aren’t experts in education and teaching children.

The problem with this method of teacher development, particularly on the use of technologies in the classroom, is that it is often limited to learning from teachers within a school or school district. There simply are not that many opportunities for teachers to observe other talented teachers in action. Even in their own school, time considerations and conflicting schedules hamper learning. Furthermore, while some schools have teachers

who do outstanding work with technologies, other schools lack role models in this area for teachers to observe to learn better ways to use technologies in the classroom.

As Sally Bowman Alden, Executive Director of the Computer Learning Foundation, stated, “No longer do we have the problem of turning educators on to using technologies. Teachers and school administrators are eager to move forward in their use of computers in their classrooms. Now the challenge is finding the time and most efficient methods for showing teachers how to make the best use of the equipment they have in their classrooms.” Handy how-to technology brochures like those from Children’s Software Press and resource materials like those the Computer Learning Foundation offers are great. However, they will never replace the power of seeing another educator in action or observing something visually step-by-step. Teachers are like their students. If they read something or hear something, they may get part of it, but if they see it and experience it, we increase the chances that they will master it and expand upon it.

Giving Teachers the Help They Need Moving Forward

Over the years, the Computer Learning Foundation has provided leadership in bringing responsible uses of computers and related technologies into classrooms. By hosting Computer Learning Month each October since 1987 and calling for, rewarding and showcasing the best, the Foundation has not only encouraged best practices in this field, but also disseminated information that teachers and schools can use for modeling. Last year the Foundation gathered, through its one of its Computer Learning Month competitions, information on outstanding professional development programs. These professional development ideas provide a solid foundation for the Computer Learning Foundation’s theme this year of *Teachers Teaching Teachers*. This year the Foundation is sponsoring competitions and sweepstakes during Computer Learning Month that focus on using new and powerful technology tools like Desktop Movies not only to improve children’s learning, but very importantly, to expand dissemination of the best techniques in teaching and in helping teachers learn. The Foundation believes that Desktop Movies can have a significant impact, as teachers everywhere can see these techniques in action.

To help you with ideas for teacher devel-

opment and to expand your understanding of some of the newest technologies, we are sharing highlights of some of the exciting professional development programs submitted to the Foundation last year, followed by introductory information and web links to increase your understanding of the value of and how to develop digital videos for teacher development and classroom learning.

Professional Development Programs Teachers Who Made a Difference

Digital Workshops in Iowa: Classroom teacher Peggy Steffen, Ottumwa High School, Ottumwa, Iowa, expanded upon her knowledge of digital imaging by achieving Instructor Status in the IPT (Image Processing for Teaching) program. Developed by the Center for Image Processing at the University of Arizona, the curriculum is based upon NIH Image, an easy-to-use image analysis program. Steffen, as an instructor, was then able to provide workshops to teach other teachers the value of digital imaging in their teaching. As of the end of Summer 2000, teachers in sixteen school districts from all grade levels have received this inservice opportunity.

Working on Power Macintosh and Compaq computers, along with a variety of cameras, teachers experimented with digital technologies for use in a classroom setting. During the two-day sessions, they practiced with digital cameras, scanners, video cameras and video microscopes and edited still and video projects. Examples were presented of how videotape, NIH image and computer projects can help students understand science concepts and answer questions, including such topics as: “What is the effect of different fin arrangements on the trajectories of model rockets?” and “What antibacterial soap is most effective at killing common hand bacteria?” Best of all, the teachers had the opportunity to use their knowledge in these sessions to create their own materials to use in their classrooms.

Building Integrated Web Sites in Colorado: Stacy Libal, a second grade teacher, teamed with media specialist Patty McNeely at Mary Blair Elementary in Loveland, Colorado, to provide professional development for fellow faculty members. Seeing that there was little time for anyone to move forward in staff development related to technologies, they took the initiative to provide their own nonthreatening, fun teaching environment to encourage effective use of the Internet. When they asked faculty members about types of inservice that

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would help, the response was: flexible, inexpensive, individualized, time-sensitive and applicable. As a result, Libal and Blair developed online lessons that teachers could use when and as they wished, scheduled twice-a-week individual sessions for those who participated and used email to keep in touch with the individuals. Using these techniques, faculty members who started with little knowledge of technology or the Internet became able to develop a Web page and to provide Web-based activities for their classroom. Take a look at some of the lessons at: <<http://hometown.aol.com/pattyannm>>.

Online Support of School-Level Training in Tennessee: Like Libal and McNeely, Susan Brooks, Technology Coordinator at Cherokee Elementary, and Bill Byles, Staff Development Coordinator for the Memphis City Schools, knew that using the Internet provided a key to helping teachers get the training they need. They realized that scheduling inservice sessions was a problem both for them and for their teachers. There simply wasn't enough time to accomplish what they wanted to do. As a result, Brooks and Byles developed an online training session with practice modules and offered integrated lessons and handouts teachers could download to use in their classrooms. These online sessions and materials, together with school-based sessions, hands-on practice and small group help combined to offer the flexibility needed to help teachers make use of both the Internet and multimedia. To view some of the inservice material, visit: <<http://www.memphis-schools.k12.tn.us/admin/tlapages/powerpoint.htm>>.

Professional Development in North Carolina: Noticing that many teachers were only using their computers for grading and word processing, educator Marlene Sanges of North Stanly High School in New London, North Carolina, decided that something had to be done about this waste of potential. Realizing that there was so much more that could be done with North Stanly's technology equipment, Sanges volunteered to teach a workshop. She didn't just teach, however. When teachers complained that their computers didn't work, she knew that without working computers the workshop would fail. Therefore, she went to each teacher's room to replace batteries, run utilities and first aid programs, rebuild desktops and update software. After that, she led the teachers in basic

troubleshooting, updating and cleaning of their computers. "It scared the daylights out of them to remove the cover [of their computer], but I finally convinced them that if they followed my directions they would do no harm," Sanges remembers.

Then, with the computers ready and the teachers ready to keep them in working condition, learning to create multimedia presentations began. Teachers used programs they already had on their computers and were often surprised to learn the software to create multimedia presentations had been on their computers all along. Sanges believed it was important for teachers to learn on their own computers. To accomplish this, Sanges used live closed-circuit video, allowing teachers to remain in their own classrooms. Teachers watched Sanges' live video instruction on a video monitor in their classrooms while using their own computers to learn to create multimedia presentations. Individual questions during the session were answered by email while issues and problems that related to all the teachers were discussed via the live video presentation.

Two Teachers Together with Technology (4T) in New York: Michael Greene, Educational Technologist for Niskayuna Central Schools in Schenectady, New York, realized that many teachers were not integrating the technology skills they learned in traditional training courses into their classroom instruction. As Greene says, "What these teachers required was long-term, one-on-one support aligned specifically with their curricular needs." Greene also speculated that "this support would be more effective if it was supplied by a peer with whom the particular teacher had a comfortable working relationship." It was from this understanding that Greene created his 4T Program for instruction.

The program involves having teachers apply to participate in pairs which, according to Greene, "results in more successful and synergistic partnerships." One member of the pair is a teacher who wants to improve technology skills for classroom use, while the other is willing to share technology expertise. The "teacher" in the pair doesn't have to be an expert in technologies. Rather, he or she only needs to have a good understanding of teaching and basic computer skills. Greene monitors the program and maintains regular, mostly electronic communication with the pairs. Incentives for the 4T staff development model

include technical and curricular support from Greene, inservice credits and funding for resources required to meet the goals set for the pair. Teacher participants thoroughly enjoyed the 4T program. "It was," according to one, "a life saver." Several suggested the district should offer more programs like 4T, but most of all, they applauded the opportunity for collaboration.

Em-Powerpoint-ing Foreign Language Teachers! in Colorado: At the Fountain Valley School foreign language classes were canceled for a day while teachers learned how to put their classroom computers to use in their courses. Although the teaching was directed to foreign language faculty, Director of Technology Charity Peak invited other teachers to observe when they had time free.

The emphasis was on how and why multimedia presentations should be used in foreign language teaching. To do this, "a well-respected, technology-savvy French teacher from a neighboring district" came in to show how she uses Microsoft's PowerPoint software with her classes. Her many suggestions, concrete lesson examples and real-life anecdotes about perseverance demonstrated the endless possibilities of using the computer for learning. Peak then helped the teachers understand how to plan a presentation and helped them develop their own presentations to use in the following week's teaching. Besides learning to use multimedia in their classes, Peak observed that the teachers felt a renewed interest in learning new teaching and assessment methods they could use in their foreign language classes.

Professional Development for a New Era in New Jersey: June Ramondetta, Computer Supervisor for Washington Township Public Schools in Sewell, New Jersey, used ISTE standards to assess her teachers' skill levels in basic technology operations and concepts, personal and professional use of technology and application of technology in instruction. Following the assessment, a site-based staff development team was created for each school and workshops were scheduled to address each school's individual needs. In addition, a district team planned staff development days for all of their schools with the assistance of Rowan University School of Education. As Ramondetta says, "The classes were tailored to the needs of the district and the teachers, using computers which were set up the same way as the ones on their desks." The partner-

Computer Learning Foundation Honorary Sponsors

Many national organizations have officially endorsed the Computer Learning Foundation and are Honorary Sponsors of the Computer Learning Foundation.

American Association of Physics Teachers
American Federation of Teachers
Association For Children & Adults with Learning Disabilities
Association For Computing Machinery (ACM)
ACM SIGCUE
Association of School Business Officials International
Association of American Publishers-School Division
Black Data Processing Association
Boys Clubs of America

Council for Exceptional Children (CEC)
CEC Technology and Media Division
EDUCOM
Girls Incorporated
High/Scope Educational Research Foundation
International Communications Industries Association
International Society for Technology in Education
Junior Engineering Technical Society (JETS)
National Association of Partners in Education, Inc.

National Catholic Educational Association
National Council of Teachers of Mathematics
National Education Association
National Foundation for the Improvement of Education
National Office Products Association Computer Industry Council
National PTA
National School Boards Association
NetDay

ship with the University also led to the creation of a new graduate course, "Instructional Applications of Computers." In addition, an after-hours Computer Institute offered twenty-five different workshops and classes for district staff members. Workshops included basic computer skills; Internet use; using Apple Secondary Reference Kits to demonstrate effective use of multimedia in the classroom; digital camera operation; and paint, hypermedia, presentation, digital and spreadsheet, etc. software. New curriculum guides, including a technology component were developed for the district.

What We Learned about Professional Development for Educational Technology

Excellent staff development ideas were abundant among last year's contest entries. They also consistently showed what teachers need and want and what works. The basic ingredients of an effective program seem to be:

- Find out what teachers need to know.
- Give teachers the equipment and support to learn.
- Provide convenient scheduling for sessions, perhaps learning in mini-sessions, learning before and after school, summer camp sessions, on-going seminars, live videofeed to classrooms, etc.
- Use online lessons, directions and examples to supplement instruction so that teachers can learn and practice at their convenience.
- Use email for keeping in touch during and after the learning.
- Individualize as much as possible.
- Make the learning applicable to the equipment teachers have in their classroom, and make sure their equipment works.
- Provide concrete examples teachers can use or modify to fit their classroom situation.
- Provide hands-on experiences. Have teachers create lessons, presentations or materials they can use right away.
- Showcase excellent teaching techniques related to technologies. Honor teachers by sharing their ideas and work with other teachers.
- Help teachers understand where they can get help not only from school personnel but also from online communities.
- Schedule on-going staff development opportunities. Let teachers know learning must continue.
- Most importantly, have teachers teach teachers.

Teachers Teaching Teachers

What we are hearing then is that in order to offer the most effective professional development for technology use in classroom we have to provide opportunities for our best teachers to lead the way. We don't want to take these teachers out of the classroom because working with students is what they do best. But we do want to showcase their teaching skills and let others learn from them.

Tips for Making Great Videos

For Filming—

- Study short digitized videos to get ideas for presentation.
- Plan your video using a storyboard and script.
- Keep your work directed to your goal—good teaching.
- Practice what you are planning to do with your subject(s) and equipment.
- Test your lighting and background by doing sample filming.
- Plan to do several "takes."
- Keep your camera steady. Use a tripod, if possible.
- When filming teaching techniques, don't get too far away from the teacher. You want to show the teacher's facial expressions and movements. When filming the teacher with children, include a few in a class setting and a little bit of the classroom background.
- Be sure to begin filming before the action starts and continue a bit after the action has stopped. Remember, you'll have editing options on your computer.
- Don't cut off heads or sentences.

For Capture and Editing—

- Use a fast computer (Power Macintosh or Pentium-based) with a large hard drive and lots of RAM (32 MB at least, higher is better)
- Take care when selecting beginnings and endings of your video. You don't want your "star" looking not at his or her best.
- Carefully select background audio, if any, that you will use.
- Keep your videos short in length. A lot can be covered in a minute. Sometimes a series of very short videos may be more effective than a longer video.
- Don't put in fancy options that draw attention away from your content.
- Review your movie always keeping your goal in mind.

Note: Before you do any filming, get the permission of the subjects. If your movie is to be used anywhere but in the classroom, you'll need written permission from parents if their children are in the film.

As we learn, we question. What are the ingredients that go into good teaching? What is it about a teacher's techniques that enhances learning? How does a master teacher motivate students? How does a good teacher generate interest not only in what is being taught but in learning beyond what is being taught? Why do those who are called the best often differ in teaching style? Just what is it about good teachers that other teachers should model? Is it the ideas or the presentation, the personality or the method, the content selected or . . .

Perhaps it's simply the inspiration.

Writing about good teachers or telling about them doesn't have the clout of seeing a master teacher in action. It's even more difficult to describe best practices using technologies. There's one sure way of sharing and that is to observe the teacher and the techniques—live or on video. The problems with on-site visitation, however, are location and scheduling. Scheduling may not be possible because of distance, space and time considerations. The problems with videotapes include production and dissemination. Because of these obstacles, there is a lot of great teaching that is noticed and rewarded in its own way, but not in ways that will benefit the greatest number of teachers.

The good news is that with today's technology tools and the Internet, problems related to location, space, scheduling, production and dissemination can be eliminated. Videos of our best teachers can be shared online with other educators all over the world. Many schools now have the capability of creating their own videos and publishing them online. Using a Mac or PC, you can digitize

videotapes and publish them to the Web. And if you already have a DV Mac, iMovie 2 software and a digital video camera, professional-quality videos are extremely easy for teachers and students to produce.

Consider, for example, the online video case studies made possible by PT3 (Preparing Tomorrow's Teachers to Use Technology) initiative awards grants. These videos provide professional development through short videos of master teachers in action. They are, in a way, like advertisements for good teaching. Take a look at some of these videos created in Orange County, California, on teaching math posted at the California Learning Interchange at <<http://www.gse.uci.edu/cli/mathhtmls/math1video06big.html>> which is modeled after the Apple Learning Interchange <<http://www.ali.apple.com>>. You can also find video case studies for the teaching of history, science, and language arts at <<http://www.gse.uci.edu/cli/>>. These may provide you with ideas for your classroom.

These video case studies offer excellent models for what we are seeking at the Computer Learning Foundation this year; however, our emphasis is on using technologies to enhance learning. We are looking for videos of those master teachers, young and old, in all subject areas who are putting technologies to use in effective and exciting ways and sharing their knowledge with others—exemplary teachers teaching teachers.

We are launching this effort with a call for nominations to the new Computer Learning Foundation Hall of Fame. The nominees will be exemplary teachers who are teaching other teachers how to integrate technology effectively in their classrooms. You, as the nomi-

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nator, will produce a Desktop Movie of this individual that shows him or her in action, so others can learn from this teacher. In addition, we are seeking Desktop Movies and Web pages that provide effective professional development. With these videos and Web pages, we'll begin developing the Computer Learning Foundation Hall of Fame to showcase the best in professional development materials and the best in teaching with technologies. Our Computer Learning Foundation Hall of Fame will broaden the reach of local professional development and at the same time, create ways for local excellence to be recognized worldwide. It

you have a digital video camera, the video is already in the digital format your computer needs, but you need to make sure you have a FireWire port on your computer and the appropriate cables to transfer the video from your camera to your computer. If your computer does not have a FireWire port, you can purchase an adapter to transfer the video to your computer.

If your video camera is not a digital model, your camera saves video as an analog signal. Analog signals need to be processed and compressed into digital files to be used on computers. You need to identify what type of ports are on your video camera and your

Nominate a Master to the Computer Learning Foundation Hall of Fame

Filming those master teachers will be fun. —And don't think it will be difficult to accomplish. In fact, you'll be surprised how easy it is and how your mind will brim with all sorts of great uses for this technology tool. You'll be learning, the teacher will be honored and the children will love participating in a movie. The kids might even create the movie themselves for their teachers. Just get the video camera ready and let the filming begin. It will, we are sure, be wonderful experience for all. Lights, camera, action! (For more information on the competition, see page 10.)

will be a perfect way to give all teachers the opportunity to "observe" our masters and to learn from them. We invite you to nominate a deserving educator in your school or district and to share your teaching ideas in the Computer Learning Month competitions this year to help make the Computer Learning Foundation Hall of Fame more valuable for everyone.

Creating Digital Video for Professional Development

Before you start creating digital videos, you need to check your video camera and computer ports, cables and software to see if you have the resources you'll need. Then you'll need to plan for, practice and film your video. Follow our Tips for Making Great Videos to produce an impactful video.

Video Cameras: Digital & Analog

Once you've completed filming your video, you'll need a way to prepare it for and load it into your computer so you can edit it and prepare it for posting on a network or the Internet. There are two types of video cameras available today: digital and analog. If

computer and the type of video capture card in your computer or whether you will need to acquire a new cable(s), video capture card and/or adapter (see more information below).

Ports, Plugs and All That

Your video will transfer to your computer through cables connected to ports on your video camera or VCR and your computer. Deciding how to connect cables and what ports to use can be confusing.

FireWire Ports: FireWire is the industry standard for high-speed data connection for digital video, so this is only important if you have a digital camera. To transfer video from a digital camera to a computer with a FireWire port, just put one end of the cable into the FireWire port on the video camera or videotape recorder and the other into computer's FireWire port. The icon for FireWire resembles a "Y." If your computer does not have a FireWire port and you have a digital camera, you can purchase an adapter for your computer.

Audio and Video Ports (sometimes called RCA or radio ports): These are the ports that are often

WEB SITES TO INVESTIGATE

(Links to these and other Web sites can be found at the Computer Learning Foundation's Web site: <http://www.computerlearning.org>)

Adobe Premiere Tutorials
<http://www.adobe.com/products/tips/premiere.html>

Apple Masters
<http://www.apple.com/applemasters/imovie/index.html>

Articles on Movies
<http://www.terran.com/CodecCentral/Articles/index.html>

Avid ePublisher
<http://www.avid.com/products/epublisher/index.html>

Dazzle Digital Video
<http://www.dazzle.com/>

Dell's Movie Studio
http://www.dell.com/us/en/gen/corporate/press/pressoffice_us_2000-05-03-rr-000.htm

Desktop Movies
<http://www.apple.com/education/dv>

Free Media Training
<http://msdn.microsoft.com/training/seminars/events.asp>

Imagine: Examples of Desktop Movies in Education
<http://www.apple.com/education/k12/imagine>

iMovie Tutorials
<http://www.apple.com/imovie/gettingstarted/>

Introduction to Desktop Digital Video
<http://www.adobe.com/support/salesdocs/8e96.htm>

Movie Shot List: An Education Project
<http://www.apple.com/education/dv/mirror/shot3.html>

Shooting Movies
<http://www.apple.com/education/dv/shoot.html>

Sony DVMC-DA2 Video Converter
http://www.sel.sony.com/SEL/consumer/ss5/home/digitalvideo/minidvdecksandperipherals/dvmc-da2_specs.shtml

Streaming Video to your Web Site
<http://msdn.microsoft.com/training/roadmaps/roadmap2.asp>

Tips for Making Movies
<http://www.apple.com/education/dv/tips/index.html>

Video Mirror: Unit for Students
<http://ali.apple.com> (sign in or join—it's free and packed with resources for teachers—then select Units of Practice, put in keywords "Video Monitor," and the unit will come up)

Windows Media Technologies 7
<http://www.microsoft.com/windows/windowsmedia/en/default.asp>

found on televisions, VCRs, computers and DV players. They may be color-coded in red, yellow and white. For these, you'll need cables that have endings for audio and video ports. For better video capture, some teachers recommend the cables with the gold plugs. If you have an analog video camera and a computer with these ports, just connect the cable from the audio and video output ports on your video camera or VCR to the audio and video input ports on the computer.

S Video Ports: Many digital devices also have S Video connections. S Video provides a higher quality resolution than is available through video ports. Remember, however, that S

Video is for video, not audio.

Other Ports: We've listed the most common connections, but you may come across others, for example, LTV connections, or some computers may connect to video capture devices through USB, PCI or parallel ports. These devices, such as the Dazzle adapter, then connect to ports on a VCR or video camera. Your best bet is to follow the directions for your cards and devices.

Guidelines for Macintosh

DV Macintosh

Transfer: With an iMac DV or G4 Power Macintosh with DV computer, video from a digital video camera can be transferred with a click of the mouse. Be-

Computer Learning Foundation Sponsor Showcase



Apple and Education

We know that as K–12 educators, eager to integrate technology into the curriculum, you require the most reliable and easiest-to-use computers. You also need outstanding education resources, including software, technical support and staff development. Apple remains the world's leading learning technology company, and they continue to listen and learn so they can provide you with the best solutions for your needs. Visit Apple at www.apple.com or call 800-800-2775 for more information. Or to place orders, visit the Apple Store for Education at www.apple.com/education/store



Online Curriculum Resources

The Apple Learning Interchange (ALI) is an online resource for teaching, learning, research and collaboration. This is the place for educators interested in creating and sharing curriculum resources and building a worldwide community of people committed to finding better ways to prepare today's students for success in tomorrow's world. Includes the ability to create your own curricular specific ALI site (My ALI) and QuickTime TV for Learning. Did we mention it's free? Join ALI today at www.apple.com/education/ali.



Apple Learning Series

The Apple Learning Series is a collection of nine kits that contain educator evaluated software and model student projects that have been correlated to select state and national standards. And because teachers are also learners, each kit comes with an online professional development course that demonstrates the features of the software and provides examples of how each can enhance student learning. Kits are available for teacher productivity, Web publishing, multimedia and all curricular areas in elementary, middle and high schools. Additional information is available at www.apple.com/education/learningseries.



Apple Learning

Professional Development

Apple offers a wide range of professional development workshops and online courses to help educators learn the fundamentals of technology use, explore how to integrate technology into the curriculum and develop skills in technology leadership. Apple's approach, based on more than 15 years of research, can be scaled to meet the needs of small and large districts and includes both leader-led and Web-based instructional programs. Additional courses now available for faculty and students in colleges of education. Find out more at www.apple.com/education/professionaldevelopment

—continued from page 6

cause most digital video cameras come with FireWire ports, transferring video from these cameras is as easy as connecting the FireWire cable to Mac DV computers. If you do not have a digital video camera, your video will need to be changed into digital file format first (see below).

Editing: Apple's iMovie 2, shipped with each DV-ready Mac, is all you will probably need to create near-professional quality videos. For professional editing, look into *Final Cut Pro*, also available from Apple.

Creating movies with DV Mac computers is so easy that very young students can master it. No longer do you need costly equipment or Hollywood production teams to create movies. The process of producing good video has been simplified and is now a valuable and affordable tool for homes and schools.

Other Macintosh Computers

Capture, Compression, Transfer: If you have a digital video camera and don't have FireWire in your Macintosh computer, you can add a third party capture card to help you with

capture, compression and transfer of digital video files. If you have an analog video camera, you will commonly connect it to your computer through RCA ports. You can then transfer the video by opening Apple Video Player or Adobe Premiere.

Editing: For computers that didn't come with iMovie 2 software, check the Apple Web site to see if iMovie 2 will run on your computer. Later model Power Macintosh computers with up-to-date operating systems can also use iMovie 2 software. If your computer is not able to use iMovie for editing, video editing software is also available from Adobe, Avid, Dazzle, etc.

Sharing: Once completed, you can save your Desktop Movie as a QuickTime file which can be shared on your network or the Internet or distributed on a CD-ROM. Note: QuickTime movies created on a Mac can be easily used in presentations and other applications on Windows systems.

Guidelines for PCs

Capture, Compression, and Transfer: It's a bit more complicated to explain how to use a

Windows computer for video creation, because there are many different video cards, methods of transfer and adapters available for PC computers, each with its own unique instructions. Combine this with the different types of PC computers and video cameras, and you can see why our advice is always to read the instructions carefully. (If you have created cheat sheets for your Windows computers, please share them with others through the Foundation. Just email them with details on what kind of computer, cards, etc. you are using.)

First of all, you need to determine what types of ports you have on your computer and if your computer has a video capture (import) card installed (not just a video card that allows you to display video on your computer). Find out if there is proprietary software that came with the card or third party software that works with the card. If you don't have an option for video capture, you'll need to purchase a card and/or adapter to allow you to transfer video into your computer.

There a number of providers

of video capture and video editing systems and products for Windows-based computers. For example, Dazzle Multimedia offers solutions for both capture and editing, including a hardware adapter that connects to a VCR or video camera and then to a computer through the USB or parallel port. The Dell Dimension XPS computer with Dell's Movie Studio includes the Dazzle adapter and allows users to use digital video camera and analog camera input along with video-editing software. The Sony VAIO PCV-J100 computer includes iLink (FireWire) and home movie editing software.

Editing: Once your video has been transferred and is ready in your computer, you can begin the editing process using video-editing software. Companies such as Adobe, Avid and Dazzle provide software that gives you the tools to create those perfect movies for CDs, presentations, email, VCRs, and web sites.

Dr. Merle Marsh is the Head of the Lower School at Worcester Preparatory School in Berlin, Maryland and a regular contributor to Computer Learning Foundation materials.

An excerpt from *Imagine, Apple News for the K-12 Community*, that appeared in the April 2000 issue.

Teachers Teaching Teachers: The San Fernando Technology Team

“Our students are our best resource. If we can get students to take the lead, we can leverage their passion and excitement for learning—as well as their technical abilities.” *Marco Torres, Director
San Fernando Education Technology Team, San Fernando High School*

To energize the classroom experience at San Fernando High School in north Los Angeles and leverage student excitement about using computers in the classroom, teacher Marco Torres created the San Fernando Education Technology Team (SFETT).

SFETT brings together a cadre of teachers and students who are using computers and software in their teaching and learning. “I wrote a grant for a staff development strategy that would train a group of teachers to model effective ways of integrating technology into the curriculum,” Torres says. “I then bought Apple PowerBook computers and signed on 12 teachers. Now we’re building a million-dollar technology center. I look at it like a million-dollar stage with 12 playwrights.”

Today these “playwrights” are using their PowerBook computers to forge a community of educators who share resources via email, surf the Internet for source material, record their technology projects in e-journals, and create multimedia lessons with scanned-in images and digital photographs.

One-on-One Technical Support

Thirty-six students in SFETT attend Torres’s sixth-period media production class, which relies on five iMac DV computers and a fleet of other Macintosh computers. These students learn computer skills and production techniques so they can serve as technology mentors. “Since they’re



all on Macintosh computers, it doesn’t take very long to teach the technology,” Torres says.

Each of the 12 teachers in the program is assigned one of the SFETT student mentors, who provide one-on-one technical support, freeing the teachers to concentrate on the content of their courses, while the mentors concentrate on the technology. “Our students are our best resource,” Torres notes. “If we can get students to take the lead, we can leverage their passion and excitement for learning—as well as their technical abilities—to assist teachers with their technical questions.”

Students are not waiting to be chosen for SFETT. They are volunteering, eager to learn the new technology that they know will make a difference in their lives. For Torres, SFETT is not about the technology, it’s about leadership. “We’re not connecting computers, we’re connecting people,” he says.

Take Part in the 14th Annual Computer Learning Month® in October

Activities for Students, Educators, Community Groups & Schools

Every year, the Computer Learning Foundation hosts Computer Learning Month in October to focus people's attention on the important role of technology in our lives, particularly in our children's learning. Thousands of dollars are awarded in prizes in Computer Learning Month contests. These contests are designed to be fun activities for students, educators, community groups and schools to do during Computer Learning Month to further their knowledge of using technology in learning. We encourage schools and community groups to host local contests that mirror the Foundation's national contests and to award prizes donated by local merchants and companies, then send in the best entries from your community to the national Computer Learning Month contests. This way more people are recognized and receive prizes each year.

16 Grand Prizes

iMac DV and DV Camera



Plug a DV camcorder into any iMac DV model and use iMovie 2 software to bring the excitement of Desktop Movies to your classroom. Desktop Movies engage your students, encourage their creativity, and make learning fun. Present your own movies to enliven your curriculum. Save your masterpiece as a QuickTime video, then post it on the web to share with parents and community members.

Grand Prize includes an iMac DV AND a Cannon Digital Video Camera. iMac DV brings iMovie 2 desktop video editing to your classroom, lab or home. The iMac DV features a 400 MHz PowerPC G3 processor, FireWire for fast digital video connection to your digital camera and the new Apple Pro Keyboard and Apple Pro Mouse. The Cannon ZR 10 Digital Video Camera brings digital filmmaking within reach of the whole family. It's light, easy to use, powerful and connects to your iMac through a simple FireWire cable. (Total estimated retail value: \$2,000.)

75 Second Prizes

Adobe® Premiere® Software

A powerful tool for professional digital video editing designed for video professionals, Adobe Premiere 5.1 has an elegant interface and superb editing tools, so you can work with complete efficiency, control and flexibility to produce broadcast-quality movies for video, film, multimedia and the Web. (Retail value: \$549)



36 Third Prizes

Complete Set of 14 Technology How-To Brochures from Children's Software Press

(Retail value: \$56)



Nominate an Exemplary Teacher to the Computer Learning Foundation Hall of Fame with a Special Tribute

Recognize a Teacher Who Has Helped Other Teachers

4 Grand Prizes: Two exemplary teachers and the individuals nominating them will each win the grand prize described on page 9.

12 Second Prizes: Six exemplary teachers and the individuals nominating them will receive software prizes.

12 Third Prizes: Six exemplary teachers and the individuals nominating them will each win a complete set of technology how-to brochures from Children's Software Press.

Public Recognition: All nominated individuals who meet the minimum criteria will be recognized at the Foundation's Web site and sent a certificate.

Entry Deadline: November 30, 2000

Winner Notification: By April 15, 2001

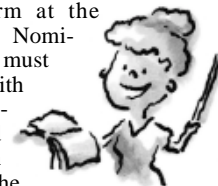
Description: For more than 20 years teachers have taken the responsibility for teaching their peers how to use technology. Without these outstanding individuals, most schools would not have had the resources to train all their teachers on how to use computers, how to integrate the use of technology into the curriculum

or how to use the Internet. For years, many of these individuals have learned on their own, blazed many new trails and selflessly given of their time and energy to help their peers gain the knowledge they need to provide the benefits of technology to children in their school(s). This competition asks you to nominate one of these special people in your community and to create a special public tribute to their efforts.

Rules: Nominate one educator who has been exemplary in teaching other teachers how to use technology to the Computer Learning Foundation Hall of Fame. Your nomination must be written as a tribute to recognize the individual publicly and in the form of a Desktop Movie, Web page(s), a word-processed document in rtf format or a pdf document. All entries must include both text and visuals, show the individual you are nominating and display his/her name. Limits on size of entries: Desktop Movie—5 minutes; Web pages—4 pages (or screens); word processed or pdf document—3 pages. Nominations in the form of Desktop

Movies and Web pages must be available on the Internet (on your school's Web site or other server such as with your Internet Service Provider). Submit your nomination by completing the online entry form at the Foundation's Web site. Nominations in other formats must be submitted by mail with the Official Contest Entry Form and a printed and electronic copy (on disk) of the entry. The electronic file must be in rtf (rich text format) or pdf format. RTF is a format option for saving a word processing file in most word processors. PDF is a format used for desktop publishing documents such as PageMaker files. Submitting other formats (text, Word, ClarisWorks, etc) may cause your entry to be disqualified.

Judging Criteria: Winners will be selected based on the outstanding qualities of the individual nominated and on the originality and quality of the tribute created.



Lesson Plans that Integrate Desktop Movies

Help Students Learn to Use Desktop Movies

2 Grand Prizes: One educator and his/her school will each win the grand prize described on page 9.

12 Second Prizes: Six educators and their schools will receive software prizes.

12 Third Prizes: Six educators and their schools will each win a complete set of technology how-to brochures from Children's Software Press.

Public Recognition: The Foundation will publish the best entries at its Web site for others to use in their classrooms.

Entry Deadline: November 30, 2000

Description: Desktop Movies (the combining of videotaping and computers) offer exciting and fun learning opportunities for students, and their use can be integrated into virtually any area of the curriculum. This contest invites educators to create lesson plans that integrate the use of Desktop Movies in their classroom teaching.

Rules: Submit an original lesson plan that involves students in the creation of Desktop Movies. The entry must be submitted online at



the Foundation's Web site by the entry deadline. To prepare for your online entry, you'll want to prepare your lesson plan offline using the following categories: Title of your plan, learner objectives, grade level(s) for which the plan is appropriate, materials required, time required, subject(s) addressed, preparation required, steps to follow, extension activities and other comments or suggestions. Once completed, just copy and paste your lesson plan information into the form at the Foundation's Web site.

Judging Criteria: Entries will be judged on originality, quality of pedagogy and written communication and potential effectiveness.

Desktop Movies and Web Pages for Professional Development

Help Teachers Everywhere Learn with Your Professional Development Materials

2 Grand Prizes: One educator and his/her school will be drawn at random from qualifying entries to receive the grand prize on page 9.

12 Second Prizes: Six educators and their schools will be drawn at random from qualifying entries to receive software prizes.

6 Third Prizes: Three educators and their schools will be drawn at random from qualifying entries to each win a complete set of technology how-to brochures from Children's Software Press.

Public Recognition: The Foundation will create links to all qualifying entries to allow others to use these materials in their schools.

Entry Deadline: November 30, 2000

Winner Notification: By April 15, 2001

Description: Current technologies of Desktop Movies and Web pages are not only valuable as teaching tools in children's classrooms; they also offer powerful tools for providing on-going professional development for educators. Once created, these types of materials enable teachers to study whenever they have time and to learn from presentations both within and outside their school and/or district. This contest recognizes all educators who create professional development materials that are shared on the Web.



Rules: You must be an educator (commercial entities not eligible) to be eligible to enter this contest. To enter, create an original professional development workshop or presentation in the format of a Desktop Movie or Web pages and make it accessible free to others on the Internet (post it on your school or other Web site) and register your entry online at the Foundation's Web site. If you have trouble locating a site that will host your materials, contact the Foundation for suggestions on free Web site hosting sources.

Winners: Winners will be drawn at random from all qualifying entries to receive prizes.



Computer Learning Month® Celebration Sweepstakes



Host an Event in Your Community and You Could Win One of 10 prizes

2 Grand Prizes: One leader and his/her school will be drawn at random from qualifying entries to receive the grand prize described on page 9.

8 Second Prizes: Four leaders and their schools will be drawn at random to receive software prizes.

Entry Deadline: November 30, 2000

Winner Notification: By April 15, 2001

Description: Celebrate Computer Learning Month with a technology event that reaches out to others in your community to qualify for this

annual sweepstakes. You might host an event at your school or community center to showcase how computers improve children's learning. Or host workshops to help people in your community learn new ways of using technology. You might have students develop Desktop Movies on different topics important to your community and have them present them at a parents' night or community event. To qualify: (1) the event must occur during Computer Learning Month in October 2000; (2) the event must focus on some aspect of technology; (3) the promotional mate-

rials announcing the event and any handouts given at the event must make it clear that the event is in honor of Computer Learning Month; and (4) the event must reach people beyond your school or community group. To enter, submit the Official Contest Entry Form, a typed summary (not to exceed three pages) of your celebration's objectives, activities, people reached and results and copies of announcements, press articles, etc. that show it was done in honor of Computer Learning Month. Winners will be drawn at random from qualified entries.



Our Town Activities

Students Tell the World About Your Town



Desktop Movies About Your Town

Entry Deadline: November 30, 2000

4 Grand Prizes: One grand prize winner and his/her school in each age category will each receive the grand prize described on page 9.

16 Second Prizes: Four second prize winners and their schools in each age category will receive software prizes.

Categories: Primary: Grades K-6
Secondary: Grades 7-12

Winner Notification: By April 15, 2001

Description/Rules: Combining video cameras and computers today leads to great video presentations or Desktop Movies that can be shared around the world on the Internet. Students as young as second grade are now creating Desktop Movies with the new technologies. In this contest, students create videos that showcase the essence of their town by first taking videotapes of their town, then editing them with the help of the computer and finally saving the resulting videos in a format that can easily be shared with others on the Internet. To enter, prepare your own Desktop Movie of your town (a maximum length of 5 minutes, next find a Web site that will host it for you (the school's or your town's Web site or with your Internet Service Provider) and then complete the online entry form at the Computer Learning Foundation's Web site. If you are a student under 18, you must also complete the Official Contest Entry Form on page 13, have your parent(s) sign it and mail it to the Foundation. Think of the Desktop Movie as a infomercial about your town, that is, a commercial about the qualities or unique characteristics of your town. If you are unable to locate a place to host your creation, you may send your entry in on a CD-ROM or Zip Disk; however, videotapes will not be accepted.

Judging Criteria: Entries will be judged on creativity, scope and quality of the presentation.

Web Site Competition

Entry Deadline: December 31, 2000

1 Grand Prize: One grand prize winning group's school will receive the grand prize described on page 9.

10 Second Prizes: Ten winning groups' schools will receive software prizes.

Public Recognition: Once your town registers with the Computer Learning Foundation, a link is added to your town's site for all the see who visit *Our Town*.

Winner Notification: By April 15, 2001

Description/Rules: Involve students in developing or expanding your town's Web site and watch the community enthusiasm mount. Groups that began development in previous years may enter. The Web site must be for your town, *not* your school, the *Our Town* logo must be on your town's home page, and students must be involved in the development of Web pages. The rest is up to the creativity of your students and your community. To enter, complete the *Our Town* Registration at the Foundation's Web site by the entry deadline.

Judging Criteria: Creativity, organization, scope, depth and quality of content, presentation, value of content to others, number and range of ages of students and organizations involved in the Web site's development and scope of the site's content. Scores are adjusted for the age of the students and the number of years a community has been a participant of *Our Town*. Therefore, if this is your first year in this initiative or your students are only in third grade, your town site can still be a winner!

Encourage Your Teachers to Develop New Teaching Strategies in the Computer Learning Foundation Certified School Program

Qualify as a Computer Learning Foundation Certified School and Your School Could Win in the Certified School Sweepstakes

1 Grand Prize: One Certified School will be drawn at random from the 2000 Computer Learning Foundation Certified Schools to receive the grand prize described on page 9.

5 Second Prizes: Five Computer Learning Foundation Certified Schools will be drawn at random to receive software prizes.

All Computer Learning Foundation Certified Schools: A Computer Learning Foundation Certified School Award Certificate for each level achieved and a press release for publicizing the school's accomplishment will be sent to each school.

Entry Deadline: November 30, 2000

Certificate and Press Release Mailing:
February 15, 2001

Sweepstakes Drawing & Winner Notification:
April 15, 2001.

Description: Nothing is more important to teaching students to take responsibility for life-long learning than modeling this behavior ourselves. The Computer Learning Foundation Certified School Program and Sweepstakes recognizes educators and schools who take responsibility for learning new ways of integrating the use of technology into their classrooms each year. The Foundation encourages school administrators to dedicate teacher in-service time during Computer Learning Month to achieving certification to provide teachers with the time they need to learn new ways of using technology in their classrooms and the opportunity to share their ideas with one another.

Becoming a Computer Learning Foundation Certified School: To be recognized as a Certified School, every teacher in the school, between August 15 and November 15, 2000, must develop two lesson plans that integrate computers, software and/or the Internet into the curriculum. We encourage schools to compile a notebook of the new lesson plans, so all teachers have access to these new plans. To

assist schools in organizing lesson plans for their school, the Foundation offers a *free* Lesson Plan Organizer using FileMaker Pro. For schools that do not have FileMaker Pro, the Foundation offers a special version, so you don't need FileMaker. To earn certification: **(1)** download the *free* Lesson Plan Organizer from the Foundation's Web site (or send \$5 to the Foundation to order it on disk; order Item No. CS9802W for Windows, CS9802M for Macintosh); **(2)** every teacher in the school develops **two** lesson plans for using technology in their classroom using the Certified School Lesson Plan Organizer; and **(3)** complete the Certified School Form and send it in with the lesson plans (on disk). Upon receipt of the required information, Certified School Form and certification fee, the Foundation will verify eligibility. By February 2001, all qualifying schools will be sent Certified School Certificate(s) and a press release. Schools may enter the Certified School Program each year. Winners will be drawn at random from qualifying schools to win prizes. A school's chance of winning is based on the number of qualified schools who enter.



Computer Learning Foundation™ 2000 OFFICIAL CERTIFIED SCHOOL FORM

This form or a photocopy of the form must accompany each request for certification and entry into the Certified School Sweepstakes. Please print clearly or type the following information:

Send this form, required lesson plans on disk and \$10 certification fee to:
Computer Learning Foundation • P.O. Box 60400 • Palo Alto, CA 94306-0400
All entries must be postmarked **no later than November 30, 2000.**

Principal's Name _____

Certified School Program Coordinator (if different from principal) _____

School Name _____

School Address _____

School City /State /Zip/Country _____ School Phone _____

Grade Levels in School _____ No. of Teachers in School _____

Circle the format of software prize your school prefers: Mac Win Either

I certify that all teachers in our school have each developed two lesson plans during the time required. Our lesson plans are on the enclosed disk.

We have read and agree to follow the Code of Responsible Computing. We give permission to post our lesson plans on the Foundation's Web site.

Signature of Principal

Date



Computer Learning Month® 2000 OFFICIAL CONTEST ENTRY FORM

This entry form or a photocopy of the form must accompany each contest entry mailed to the Foundation and for all entries from children under the age of 18. Please print clearly or type the following

Mail your entry and this form to:

Computer Learning Foundation • P.O. Box 60400 • Palo Alto, CA 94306-0400

All entries for these contests must be **postmarked** no later than the date in the contest description. **Print the contest name on the outside of the envelope.**

Contestant, Computer Learning Month Leader or Nominator

Age **and** Grade (students only—leave blank if contestant is an adult)

Home Address

City /State /Zip/Country
()

Home Phone

Contestant's computer software preference: Mac Win Either (circle one)

Principal's Name*

School/Organization Name*

School/Organization Address*

City /State /Zip/Country*
()

School/Organization Phone*

School's computer software preference: Mac Win Either (circle one)

* If a contestant is not working in or attending a school or nonprofit organization, please provide the name of the school to which you would like the school prize awarded if you are a winner.

Contest (check one) (complete a separate entry form for each contest entered)

☐ Computer Learning Month Celebration Sweepstakes

☐ Our Town Desktop Movies: Address: <http://>

☐ Nomination to the Computer Learning Foundation Hall of Fame

Name: _____

Address: _____

City, State, Zip _____

Phone: _____

I certify that my entry is exclusively my original work and I have not included any copyrighted material or material developed by others. I understand that all contest entries become the property of Computer Learning Foundation, which reserves the right to use entries for display, publication or in future Computer Learning Foundation materials, without compensation or further notification to me. I have read and our family agrees to follow the Code of Responsible Computing below.

Signature of Contestant or Computer Learning Month Leader

Signature of Parent/Legal Guardian (children under the age of 18)

Computer Learning Foundation™ Code of Responsible Computing

Respect for Privacy

I will respect others' right to privacy. I will only access, look in or use other individuals', organizations' or companies' information on computer or through telecommunications if I have the permission of the individual, organization or company who owns the information.

Respect for Property

I will respect others' property. I will only make changes to or delete computer programs, files or information that belong to others, if I have been given permission to do so by the person, organization or company who owns the program, file or information.

Respect for Ownership

I will respect others' rights to ownership and to earning a living for their work. I will only use computer software, files or information which I own or which I have been given permission to borrow or use. I will only use software programs which have been paid for or are in the public domain. I will only make a backup copy of computer programs I have purchased or written and will only use it if my original program is damaged. I will only make copies of computer files and information that I own, have created or have permission to use. I will only sell computer programs or information which I have created or have been authorized to sell by the author. I will pay the developer or publisher for any shareware programs I decide to use.

Respect for Others and the Law

I will only use computers, software and related technologies for purposes that are beneficial to others, that are not harmful (physically, financially or otherwise) to others or others' property, and that are within the law.

Official Computer Learning Month® 2000 Contest Rules

- All entries must be postmarked or completed online no later than deadlines stated in each contest description. The Computer Learning Foundation is not responsible for lost or misdirected mail or for verifying receipt of entries. To ensure your entry is received, mail it with a return receipt requested from the post office or shipping organization.
- All entries must be in English and the original work of the named contestant(s); i.e., entries may not include any material copyrighted or developed by others.
- The Computer Learning Foundation will notify winners after reviewing each contestant's compliance with the contest rules. The Computer Learning Foundation reserves the right to interpret and/or modify the rules to ensure that prizes are awarded in a manner consistent with the Computer Learning Foundation's objectives. All award determinations are final.
- Contest entries become the property of the Computer Learning Foundation and will not be returned. Contestants agree that the Computer Learning Foundation and its sponsors may use contest entries for display, publication or inclusion in future Computer Learning Foundation materials and programs, without compensation or further notification to the contestants.
- Computer Learning Month contests are open to residents of the United States and Canada. Employees of companies that are involved with the Computer Learning Foundation and their families are not eligible to participate. All retailers, companies and for-profit organizations must be licensed by the Computer Learning Foundation to participate in any Foundation contests or activities, including Computer Learning Month.
- Contests void where taxed, restricted or prohibited by law. Taxes on prizes are the responsibility of winners.
- Contestants must include a completed and signed Official Contest Entry Form with each entry sent by mail and must complete all the required information on the Official Online Contest Entry Forms. All contestants must read and sign (or acknowledge online) that they agree to abide by the Code of Responsible Computing. Entries from students under the age of 18 must be submitted by mail as the entry form must be signed by the student's parent or legal guardian or the entry may be disqualified.
- Each contest entry must have an Official Contest Entry Form attached. If the specific contest rules require multiple copies of the entry to be submitted, attach a copy of the contest entry form to each copy of the entry. If a disk or video are being submitted, right the name of the contestant, the name of the contest and the computer format (Mac/Win) and software used on the disk/video label. Make sure to write the contest name and category, if applicable, in the lower left-hand corner on the outside of the envelope in which the entry is mailed.
- Contest winners will be notified by April 15, 2001. To receive a complete winners list, enclose a self-addressed stamped envelope with your entry and write in the lower left-hand corner of the envelope "Contest Winners" or "April Winners." The winners lists will be mailed by May 15, 2001.
- Any contest entry that exceeds the maximum length stated, does not include all specified information or does not fulfill all the requirements for the specific contest may be disqualified.
- Winners will receive one of the prizes listed for the particular contests. The Computer Learning Foundation reserves the right to substitute hardware prizes, based on the contributions of sponsors.
- If a contestant is not employed or affiliated with a school or nonprofit organization, a school or nonprofit organization must be designated as the winner of the school/organization prize, as this prize will not be awarded to a commercial organization.

Quick Start Internet Titles



Easy Internet

By Joe Kraynak, Que

Learn to use the Internet like a pro quickly with the step-by-step screens that guide you through connecting to the Internet, browsing the Web, using email, newsgroups and chats, making Internet phone calls, participating in online meetings and creating Web pages.

Easy Internet Item No. CLD9827
Price: \$14.95 Freight: \$1.00

Sams' Teach Yourself the Internet in 24 Hours
By Ned Snell, SAMS Publishing

The 24 one-hour lessons make this an easy pre-planned way to teach students about the Internet. Topics include connecting, browsing and searching the Web, email, Gopher, FTP, Telnet, creating Web pages and more.

Sams' Internet Item No. CLD9837
Price: \$24.95 Freight: \$2.00

Internet & World Wide Web Simplified®

By Ruth Maran, IDG Books

This introductory guide, filled with full-color, fun and informative illustrations uses a visual approach to help you master the Internet and World Wide Web. Illustrations show you step-by-step exactly what your screen should look like as you follow the instructions to accessing the Internet.

Internet Simplified Item No. CLD9780
Price: \$19.95 Freight: \$1.00

Spanish Titles for Computer Learning



Computadoras Guia Visual

By Ruth Maran, IDG Books

This Spanish edition of *Computers Simplified* is an easy-to-understand, visual guide to all the exciting computer technologies that are transforming children's lives and a must for schools with Spanish-speaking families. Order several copies for your school library to help people in your community learn.

Spanish Computers Item No. CLD9878
Price: \$27.95 Freight: \$1.00



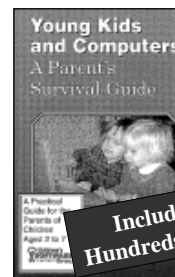
Everything You Need to Know (But Were Afraid to Ask Kids) About the Information Highway Second Edition

By Dr. Merle Marsh, Computer Learning Foundation

This 148-page, easy-to-read and easy-to-understand book is designed specifically for parents interested in using the Internet with children (great for schools to give to parents at parent nights). Explains the terminology, benefits for children, equipment required, how to select an Internet service provider or online service, child safety issues, online etiquette and suggested guidelines for children's use. Includes dozens of online activities and numerous Web sites organized by age group (Web sites kept current at the Foundation's Web site).

Everything-Info Hwy Item No. S9701-06
Price: \$5.95 Freight: \$1.00
Info Hwy-Case of 25 Item No. B9725-06
Price: \$50.00 Freight: \$8.00

Great Titles for Parents



Includes CD-ROM with
Hundreds of Software Reviews

Young Kids and Computers: A Parent's Survival Guide

By Children's Software Revue

This 96-page book from the editors of *Children's Software Revue* is a must for parents of elementary school children. You'll find information on how to select a computer and software plus ratings and information on over 700 software titles. Each title includes a rating, the publisher and their Web site or email address, age levels, release date, available formats and subjects/skills addressed. Single copies also include a searchable CD-ROM with hundreds more software titles and reviews.

Young Kids - Single Copy Item No. S2001-08
Price: \$9.95 Freight: \$1.00

Young Kids - Case of 25 Item No. B9825-08
Without CD-ROM
Price: \$50.00 Freight: \$7.00

Visit the Computer Learning Foundation Web site
for new resources or to place a credit card order
<http://www.computerlearning.org>

Workbooks for Kids



My First Computer Activity Book

By Mary Jo Milburn, Future Mind Publishing

This book provides fun computer learning for Pre-K to 2nd graders with coloring pages, puzzles, seek & finds and keyboarding activities to help them learn computer basics.

Activity Item No. CLD2016
Price: \$9.95 Freight: \$.75

The Computer Word Detective

By Mary Jo Milburn, Future Mind Publishing

Help students ages 8-14 master key terminology with fun word scrambles, puzzles, jokes and seek & finds.

Word Detective Item No. CLD2017
Price: \$9.95 Freight: \$.75



Mac and Windows Basics

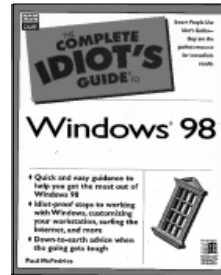
The Power User's Primer for Macintosh Computers

Scribblers Media, Inc.



This series is a real value with almost 7 hours of video that show you how to use the many features of the Macintosh computer. Each segment presents information in a clear, understandable way with close-ups of screens so you know what to do.

Scribbler **Item No. CLD9972**
Price: \$89.95 \$39.95 **Freight: \$4.00**



Complete Idiot's Guide to Windows 98

By Paul McFedries, Alpha Books

This fun-to-read and easy-to-understand how-to guide will have you up and running Windows 98 quickly. Whether you're new to Windows or just learning Windows 98, you'll learn what you need to know to access its many features.

Win98 Idiot **Item No. 9815**
Price \$14.95 **Freight: \$1.50.**

Easy iMac

Lisa Lee, Que



You'll be up and running your iMac in no time with this full-color, step-by-step tutorial on how to perform the most common iMac tasks and procedures.

Easy iMac **Item No. CLD9904**
Price: \$19.95 **Freight: \$1.00**



Macs for Teachers

By Michelle Robinette, IDG Books

Designed for the busy teacher, this book is filled with ways to use a Mac in your classroom. You'll learn Mac basics, plus the basics of using ClarisWorks, KidPix Studio, The Student Writing Center and The Print Shop Deluxe. Teachers will also appreciate the troubleshooting section when problems strike.

Mac Teacher **Item No. CLD9773**
Price: \$24.95 **Freight: \$1.00**

Internet Basics for Education

Netscape for Terrified Teachers

Debi Hooper, Teacher Created Materials, Inc.



You're connected to the Internet and have Netscape installed as your browser for accessing the World Wide Web—now what? This easy to understand book written just for teachers explains all the buttons and hidden features you need to know to use Netscape confidently. Also included is a CD-ROM with templates and projects discussed in the book.

Terrified Netscape **Item No. CLD2070**
Price: \$24.95 **Freight: \$1.00**



Internet Explorer for Terrified Teachers

Debi Hooper, Teacher Created Materials, Inc.

Whether you're new to the Internet or experienced, this book will walk you through learning all the features and hidden settings of Internet Explorer so you can take advantage of all it offers you on the Internet. Also included is a CD-ROM with all the examples and projects discussed in the book for easy access.

Terrified Int Exp **Item No. CLD2071**
Price: \$24.95 **Freight: \$1.00**

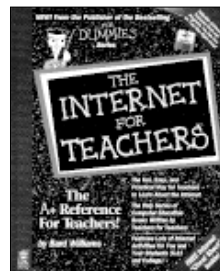


Telecommunications in the Classroom

By Dr. Sara Armstrong

Computer Learning Foundation and ISTE This 200-page resource guide provides educators with a complete introduction to telecommunications, step-by-step instructions for going online, descriptions of exemplary projects, a directory of networks of value to education and dozens of lesson plans.

Telecom **Item No. L9401-081**
Price: \$9.95 **Freight: \$1.50**
Case of 44 copies **Item No. L9401-081C**
Price: \$88.00 **Freight: \$26.00**



The Internet for Teachers

By Bard Williams, IDG Books

Written by a former middle school teacher, this book provides a great primer on the Internet, including its origin, where it's headed, options for obtaining Internet access, how to use e-mail, online chats, "netcasts," Gopher, WAIS, telnet, FTP and more. Plus you'll find lots of activities for integrating the Internet in your classroom.

Int Teacher **Item No. CLD9777**
Price: \$24.95 **Freight: \$1.00**

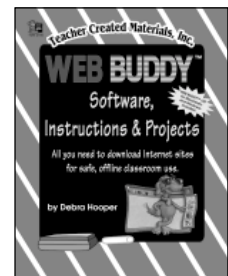


Student's Guide to Doing Research on the Internet

By Dave Campbell & Mary Campbell
 Addison-Wesley Publishing

Although designed for college students, this guide offers rich resources for high school students as well. Students will find extensive information on the best Internet sites by area of study, plus information on how to use FTP, WAIS, Gopher and the Web.

Research **Item No. CLD9519**
Price: \$14.95 **Freight: \$2.00**



Web Buddy Software & Projects

Teacher Created Materials, Inc.

With *Web Buddy*, you don't have to worry about whether your network goes down or children are exploring Internet sites they shouldn't. This software tool allows you to download pages or entire Web sites to your hard drive for offline use. You can then access these sites from your computer without being connected to the Internet. (Mac/Win CD)

Web Buddy **Item No. CLD9911**
Price: \$39.95 **Freight: \$1.00**

Software and Web Site Review Guides



Children's Software Revue

Annual Bi-Monthly Subscription

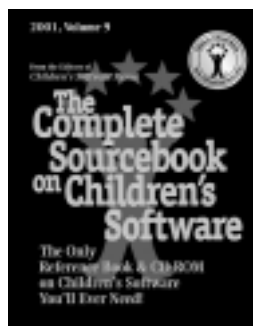
In the Foundation's opinion, *Children's Software Revue* offers the best reviews of children's software we've found. You'll find detailed, unbiased reviews of new releases in a timely fashion and information on the formats available, age level, price and publisher.

1 year subscription (6 issues)

Item No. CLD9861

Price: \$24.00 United States

\$35.00 Canada & Mexico



The Complete Sourcebook on Children's Software

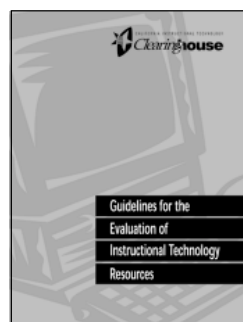
Children's Software Revue

The title says it all! A must for media centers and libraries. This comprehensive software review book with searchable CD-ROM includes reviews of over 3,500 software titles for PreK-Grade 8, organized by 17 subject categories. The 2001 edition available in February 2001.

Sourcebook 2000 Item No. CLD2062

Sourcebook 2001 Item No. CLD2162

Price: \$69.95 Freight: \$5.00



Guidelines for the Evaluation of Instructional Technology Resources

California Instructional Technology

Clearinghouse, ISTE

These progressive guidelines can assist you in evaluating each type of technology resource, including software, distance learning resources, online learning experiences and tools for presentation, reference and productivity. Appendices include screening criteria, information on legal compliance, evaluation forms and more.

Guidelines Item No. CLD9920

Price: \$14.95 Freight: \$.75



Best Web Sites for Kids 2000

Teacher Created Materials

Help your children hop on the Internet and have fun exploring what's out there without getting into sites where they don't belong. This new guide is chock-full of a wide variety of top quality and safe Web sites for children of all ages.

Kids 2000 Item No. CLD2002

Price: \$12.95 Freight: \$.75



100 Internet Sites That Your Kids Will Love

By Mary Jo Milburn & Travis Milburn

Future Minds Publishing

A great teacher and parent resource, this book provides 100 safe Internet sites that kids will want to explore, divided into six categories: science, social studies, math, language arts, music, art and "Just for Fun." All sites are great for building into your teaching units and lesson plans to ensure children love learning.

100 Sites Item No. CLD2001

Price: \$8.95 Freight: \$.50



The Best Web Sites for Teachers

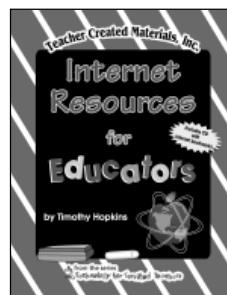
By Vicki Sharp, Martin Levine &

Richard Sharp, ISTE

Developed by experienced educators, this book will save you time finding truly useful Web sites for your classroom. 700 Web sites, organized by curriculum area, are included with the Web address, a description and a screen for each site.

Best Sites Item No. CLD9884

Price: \$29.95 Freight: \$2.50



Internet Resources for Educators

By Timothy Hopkins

Teacher Created Materials, Inc.

This fully indexed directory of more than 600 education Web sites includes the address, a description and a place to keep notes on each web site for future reference. Find the best sites for student research, lesson plans, funding sources, professional development and more. Includes a CD-ROM for quick access to the sites.

TCM Internet Item No. CLD9912

Price: \$24.95 Freight: \$1.00



1001 Best Websites for Educators

By Timothy Hopkins

Teacher Created Materials, Inc.

This new guide combines in one convenient directory great Web sites to turn to to answer all your teaching resource needs. The sites are organized into commonly used categories and each entry includes a brief description of the Web site. A resource CD-ROM is included to take you directly to the sites and the addresses are updated monthly at the Teacher Created Materials Web site, so you're never out-of date.

TCM 1001 Item No. CLD2012

Price: \$24.95 Freight: \$1.00

Materials to Help You Teach Students to Use Technology Responsibly

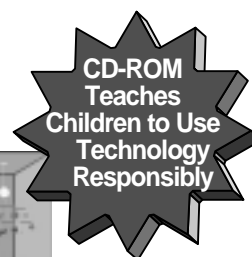


Chip & Friends®

The Atterbury Foundation

As you help children learn to use computers, Chip & Friends provides you with the entertaining tools you need to help children learn to use computers responsibly. Help protect your investment by teaching children to keep balls and peanut butter away from the computer. Help children learn to protect their work by backing up files and staying away from potential viruses. In these days of Internet fears, we cannot start young enough in teaching children to protect their passwords and private information. Chip & Friends' delightful cast of puppet characters and songs are sure to captivate young children as they learn important lessons about using computers and the Internet responsibly.

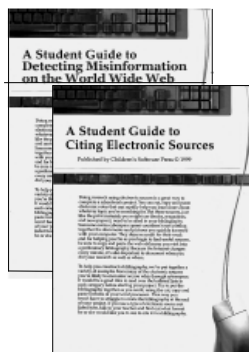
The *Chip & Friends School Starter Kit* and *Classroom Kit* include a 54-minute video, interactive CD-ROM, Chip puppet, poster and comprehensive Teacher's Guide with discussion topics, lesson plans, overhead masters, classroom scripts and suggested activities to present and reinforce various topics introduced in the video. The *School Starter Kit* includes one Student Activities Guide, and the *Classroom Kit* includes 25 Student Activities Guides.



The *Chip & Friends Home Kit* includes a parent guide, puppet, poster, Student Activities Guide, 42-minute video (shorter than the school video) and interactive CD-ROM.

The *Chip & Friends Interactive CD-ROM* (Mac/Win) is a great teaching tool for classrooms and parents to supplement and reinforce the *Chip & Friends video* materials. K-3 students will love the fun, interactive learning games based on the original Emmy-nominated puppet vignettes and new material about the Internet and privacy of information. Teachers will love the lesson plans and supplemental materials included on the CD-ROM that can be printed out for classroom use.

Item	Item No.	Cost	Freight
Chip & Friends School Starter Kit	CLD9940-S	\$79.95	\$6.00
Chip & Friends Classroom Kit	CLD9940-X	\$119.95	\$10.00
Chip & Friends Home Kit	CLD9941-X	\$59.95	\$5.00
Pack of 25 Student Activities Guides	CLD9440-I	\$48.75	\$6.00
Chip & Friends Interactive CD-ROM	CLD9940-C	\$29.95	\$2.00

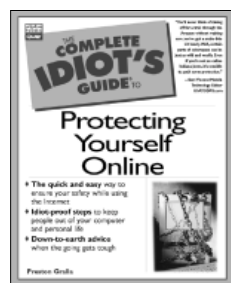


Citing Electronic Sources & Detecting Misinformation on the Web

Children's Software Press

These two pamphlets are musts for every student to help them be responsible with information they find on the Internet. *Citing Electronic Sources* provides upper elementary through high school students with a simple step-by-step guide on how to cite standard electronic sources. *Detecting Misinformation* helps students to evaluate the information they find on the Web with a checklist for evaluating suspicious material.

Citing	Item No.: CLD9922
Cost: \$2.00	Freight: \$.50
Citing-Pk of 30	Item No.: CLD9922-30
Cost: \$15.00	Freight: \$2.00
Misinfo	Item No.: CLD9923
Cost: \$2.00	Freight: \$.50
Misinfo-Pk of 30	Item No.: CLD9923-30
Cost: \$15.00	Freight: \$2.00

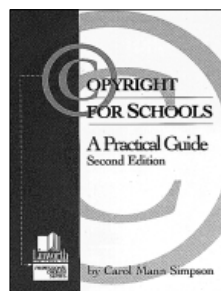


Complete Idiot's Guide to Protecting Yourself Online

By Preston Gralla, Alpha Books

In this clear, understandable and straightforward book, you will learn about the privacy and security dangers on the Internet. You'll also learn about how to protect your privacy in email, online chats, newsgroups and discussion areas, how to protect yourself from spam, what cookies are, how to prevent your Web browser from telling all about you and how to protect your computer from viruses.

Protect Online	Item No.: CLD9902
Cost: \$16.95	Freight: \$1.00

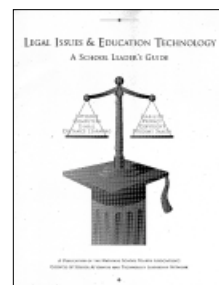


Copyright for Schools

By Carol Mann Simpson, Linworth Publishing

Don't let you or your students get in trouble with copyright laws. This readable and practical book on copyright and fair use for educators can keep your school out of trouble and help your students become responsible users of information. Addresses print, audiovisual works, distance learning materials, software and electronic mail, newsgroup and web pages on the Internet and includes sample copyright policies, a warning notice, release forms and student guidelines.

Copyright	Item No.: CLD9834
Cost: \$29.95	Freight: \$1.00



Legal Issues & Educational Technology: A School Leader's Guide

National School Boards Association

In this day and age, schools cannot be too careful about legal issues surrounding their use of technology. Topics addressed include: acceptable use policies for Internet and email, Internet filtering, freedom of expression, privacy rights, open meeting "sunshine" laws for school boards, Americans with Disabilities Act compliance, copyright and fair use, sexual harassment, attorney-client privilege and more.

NSBA Legal	Item No.: CLD9901
Cost: \$29.95	Freight: \$1.00

Posters for Classrooms and Computer Labs to Reinforce Responsible Computing

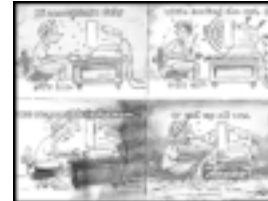
Responsible Computing Posters

The Atterbury Foundation

These 11" x 17," colorful and fun posters are ideal for computer labs and classrooms to reinforce important concepts of using technology responsibly and ethically. Order a few or the whole set of 20 different colorful posters. (To see the posters in full color, visit the Computer Learning Foundation's Web site <<http://www.computerlearning.org>>).

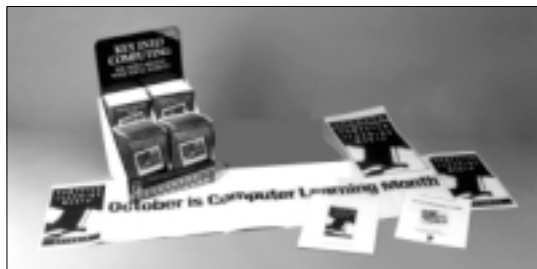
Set of 20 posters	Item No. CLD9450-A
Cost: \$69.95	Freight: \$3.50
Individual posters (each)	Item No.: See Below
Cost: \$3.95	Freight: \$2.00 (1 poster)
	\$3.50 (2-20 posters)

Item No.	Poster Name
CLD9450-1	Information Security Is Your Responsibility.
CLD9450-2	Protect Your Data. Make Regular Backups.
CLD9450-3	Don't Play Games. One of These Might Be Playing with You!
CLD9450-4	These Are Company Resources. Use Them For Business Purposes Only!
CLD9450-5	Reduce Your Paper Weight. Exercise Good Records Management.
CLD9450-6	Shhh. Passwords are Not for Sharing.
CLD9450-7	Don't Become a Software Pirate Purchase Software. Don't Copy It.
CLD9450-8	Don't Put Your Data at Risk. Keep Workstation Areas Clean.
CLD9450-9	Don't Take Risks. Manage Your Disks.
CLD9450-10	Stop. Log Off. When Your Terminal is Unattended.
CLD9450-11	Log Off and Lock Up Before You Leave.
CLD9450-12	Back up Your Data So You Don't Need Magic To Restore It!
CLD9450-13	Is Your PC and its Data Secured?
CLD9450-14	Your Friendly Bulletin Board Could Have One of These! Don't Download.
CLD9450-15	Shhh. Have A Password? Keep it to Yourself!
CLD9450-16	Consider Your Business Recovery Requirements Before You Need Them!
CLD9750-01	If it's not yours to touch . . . Respect the rights of others.
CLD9750-02	If something's fishy while surfing the net, use responsible judgement or end up all wet
CLD9750-03	Let's clean up the Internet
CLD9750-04	Our future is a sure bet if we use proper netiquette



Handouts for Parents & Your Community During Computer Learning Month®

Help bring your community together during Computer Learning Month and throughout the school year. Reach out to parents and others in your community and help them understand the value of technology to children's learning. Send one of the Foundation's low cost books home with each of your students to help parents learn along with their children. Host a Computer Learning Month Event and have people share their knowledge with others in your community. Organize workshops to help people in your community learn how to use a computer, key applications or the Internet. The more informed people are in your community, the more they will support your school's efforts.



Computer Learning Month Kit

This kit includes everything you need to host a Computer Learning Month event plus offers the most economical way to order materials to distribute to parents in your community. This kit includes a Computer Learning Month Promotion Kit, 20 copies of *Young Kids and Computers* and *Everything You Need to Know About the Information Highway*, a book display, a Funk & Wagnalls CD (Windows only) and special offers for parents.

CLM Kit	Item No.: E2060	Price: \$69.95	Freight: 22.00
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Computer Learning Month Promotion Kit

Celebrate Computer Learning Month in your community with posters, banners and help in planning events. Each kit includes two posters, a 5-foot Computer Learning Month banner, a *Community Relations Kit* for promoting your efforts in your community, *Organizing a Family Technology Night* and an *Event Planning Guide* with steps for planning an event, suggested themes and activities and descriptions of previous Computer Learning Month events.

Promo Kit	Item No. P9801
Price: \$14.95	Freight: \$2.00

Everything You Need to Know (But Were Afraid to Ask Kids) About the Information Highway

This 148-page book, designed specifically for parents, explains telecommunications in non-technical language and provides information on its value for children, child safety, netiquette, how to get started, and over 50 pages of online

activities and Web sites for children of all ages. This book makes a great item to give out to parents and others in your community to help them understand the Internet and its value to their children.

Box of 25	Item No.: B9725-06	Price: \$50.00	Freight: \$8.00
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Young Kids and Computers: A Parents' Survival Guide

This 96-page book from the editors of *Children's Software Review* is a must for parents of elementary school children. You'll find information on how to select a computer and software plus ratings and information on over 700 software titles (titles 1995-1998). Each title includes a rating, the publisher and their Web site or email address, age levels, release date, available formats and subjects/skills addressed.

Box of 25	Item No.: B9825-07	Price: \$50.00	Freight: \$7.00
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Teaching Materials for Integrating Technology into the Curriculum



Computer Learning Foundation Lesson Plan Books

These lesson plan books include the best lesson plans received in Computer Learning Month contests from educators throughout North America. Each title is based on a different Computer Learning Month contest and includes dozens of lesson plans organized by subject area and a quick reference chart to help you find lesson plans by subject areas, grade levels and types of software. The lesson plans are all pre-Internet which means they provide lots of ways to use computers in your classroom other than using the Internet. While these lesson plans were collected in earlier Computer Learning Month contests, the Foundation edited them to ensure the lesson plans remain timeless. Most of these lesson plan books are now available by the case at substantial discounts to encourage districts to buy copies for all of their teachers.

Edition I includes lesson plans that incorporate the use of computers and software in different subject areas.

Edition I: K-5	Single Copy: L8901-051	Case: L8901-051C
Edition I: 6-8	Single Copy: L8901-052	Case: L8901-052C
Edition I: 9-12	Single Copy: L8901-053	Case: L8901-053C
Single Copy Price: \$6.95 each		Freight: \$.75 each
Case of 50 of one title: \$100.00		Freight: \$14.00

Learning Together includes lesson plans which focus on cooperative learning in different subject areas with the assistance of computers.

Learning Together: K-5	Single Copy: L8901-061	Case: L8901-061C
Learning Together: 6-8	Single Copy: L8901-062	Case: L8901-062C
Learning Together: 9-12	Single Copy: L8901-063	Case: L8901-063C
Single Price: \$6.95 each		Freight: \$.75 each
Case of 50 of one title: \$100.00		Freight: \$14.00

Integrating Technology into the Curriculum includes lesson plans that integrate technology into the regular curriculum.

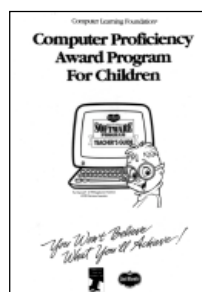
Integration: K-5	Item No. L9001-101
Integration: 6-8	Item No. L9001-102
Integration: 9-12	Item No. L9001-103
Price: \$9.95 each	Freight: \$.75 each

Special Education includes lesson plans that use technology to address the needs of emotionally disturbed, learning disabled and mentally handicapped students. A chart makes it easy to locate lesson plans by type of disability, academic area, grade level and types of software used.

Special Education	Item No. L8901-071
Price: \$6.95	Freight: \$.75
Case of 50	Item No. L8901-071C
Price: \$100.00	Freight: \$14.00

Early Childhood provides information on appropriate use of computers with young children, how to select software, how to set up a computer corner in your classroom and how to gain support from parents for using technology with young children, plus dozens of lesson plans.

Early Childhood	Item No. L8901-091
Price: \$6.95	Freight: \$.75
Case of 50	L8901-991C
Price: \$75.00	Freight: \$14.00

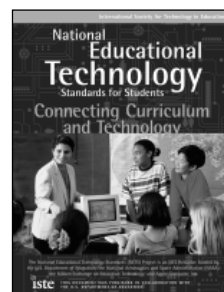


Computer Proficiency Award Program for Children

Computer Learning Foundation

This timeless guide provides computer proficiency goals for children that emphasize using computers as tools for learning, creativity, productivity, communication, research and fun. For each of three award levels, you'll find proficiency goals, subskills, activities for developing children's proficiency in each area and black line masters of award certificates. Developed with a grant from Del Monte Foods.

Proficiency	Item No. L9101-104
Price: \$6.95	Freight: .75
Case of 50	Item No. L9101-104C
Price: \$100.00	Freight: \$7.50



NETS—National Educational Technology Standards: Connecting Curriculum & Technology

ISTE

This guide is a must for educators, as it is one of the most complete resources available for integrating technology into the curriculum in line with national standards. Included is the full text of the National Educational Technology Standards for Students, goals for students to achieve by the end of grades 2, 5, 8, and 12. Also included are dozens of lesson plans for different subject areas and multidisciplinary units to help students achieve these goals.

NETS Curriculum Item No. CLD9913
Price: \$29.95 Freight: \$2.00



Practical Strategies for Integrating the Net into Your Elementary Curriculum (Grades K-5)

Enhancing Classroom Curriculum with the Net (Grades 7-12)

Sarah DiRuscio

Forefront Curriculum

Written by an experienced educator and trainer, these books are chock-full of information—the basics of using the Internet and lots of lesson plans and reproducible handouts for integrating the Internet into your teaching.

Net K-5	Item No. CLD2004
Price: \$22.95	Freight: \$1.00
Net 7-12	Item No. CLD2003
Price: \$22.95	Freight: \$1.00

A Calendar of Computer Ideas for Elementary and Middle School

Mary Jo Milburn, Future Minds Books

You can tell an educator wrote this great collection of lesson plans! The book is filled with activities that integrate the use computers and the Internet into various subjects for every month of the school year. Whether it's the dead of winter and time to create a multimedia presentation on how to build a snowman or it's March and a time to create a brochure on the history of Ireland (and leprechauns), this collection will help you make learning more fun in your classroom.

Calendar **Item No. CLD9924**
Price: \$12.95 Freight: \$.75

More Teaching Materials for Integrating Technology into the Curriculum



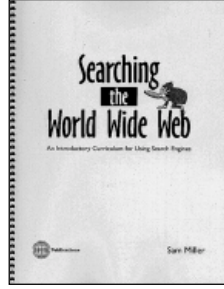
Complete Idiot's Guide to Online Search Secrets

By Michael Miller, *Que*
Learn how to use the Web's major search sites—Alta Vista, Excite, Hotbot, Infoseek, Lycos and Yahoo!—with this

book's friendly style. Learn to search for names, addresses, newsgroup articles, business information and more. Tips and advice help you fine tune and perform advanced searches and develop strategies beyond simple Web site searches.

Online Secrets
Price: \$16.95

Item No. CLD9909
Freight: \$1.50



Searching the World Wide Web

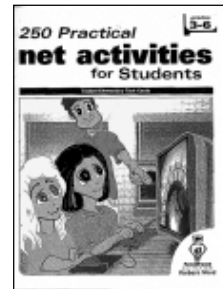
By Sam Miller, *ISTE*

This introductory curriculum, complete with transparency masters, student activities and review quizzes, provides everything you need to teach students (and

teachers, too!) about using search engines. Help yourself and your students gain the benefits of search engines' features in finding appropriate information quickly.

Searching
Price: \$14.95

Item No. CLD9830
Freight: \$.75



250 Practical Net Activities for Students

By Barbara Wood
Forefront Curriculum

This book, designed for elementary teachers, is filled with individual task cards to place by your computer(s) so your

children can use the Internet with minimal effort and planning. Students just type in the Web address (URL) and do the activity listed on each card. Also included are management and scheduling tips, rules for online safety and student forms.

250 Activities
Price: \$19.95

Item No. CLD9910
Freight: \$1.00



Internet Activities Series

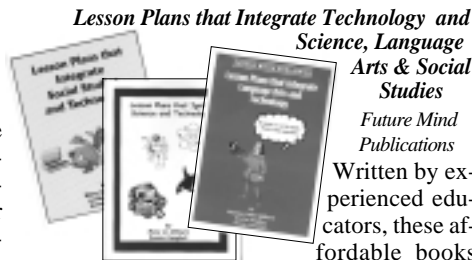
Teacher Created Materials

These 144-page books are chock-full of Internet lesson plans for your classroom activities. Each lesson

plan includes objectives, materials required, web site addresses, pre-Internet, online and extension activities and worksheets. Available for language arts, math, social studies and science for grades: P (Primary K-3), I (Intermediate 3-5) and C (Challenging 6-8).

Price: \$14.95 each Freight: \$.75 each

	Item No.	Grade
Lang Art	CLD9873L	P, I or C
Math	CLD9873M	P, I or C
Social Stud	CLD9873S	P, I or C
Science	CLD9873C	P, I or C



Lesson Plans that Integrate Technology and Science, Language Arts & Social Studies

Future Mind Publications

Written by experienced educators, these affordable books

are chock-full of useful lesson plans for integrating the use of technology into your classroom lessons. Designed for grades 3-8.

FM Science
Price: \$9.95

Item No. CLD2013
Freight: \$.75

FM Lang Arts
Price: \$9.95

Item No. CLD2014
Freight: \$.75

FM Soc Stud
Price: \$9.95

Item No. CLD2015
Freight: \$.75



Integrating Technology into the Curriculum Series

Teacher Created Materials

These 144-page lesson plan books are filled with ideas for integrating technology

into your curriculum. Each activity is described in detail, including preparation and materials required, on and off computer activities and lots of reproducible worksheets. Indicate which grade level: P (Primary K-3), I (Intermediate 3-5) or C (Challenging 6-8), for example, CLD9872MP = Math Primary.

Price: \$14.95 each Freight: \$.75 each

	Item No.	Grade
Lang Art	CLD9872L	P, I or C
Math	CLD9872M	P, I or C
Social Stud	CLD9872S	P, I or C
Science	CLD9872C	P, I or C



Microsoft Word for Terrified Teachers

Paula Patton & Karla Neeley Hase
Teacher Created Materials, Inc.

This book, written specifically for teachers, provides a great introduction to the many features of Microsoft Word without

overloading you. Of particular value are the dozens of lesson plan ideas for integrating Microsoft Word into your classroom, complete with templates on the CD-ROM included in the book.

Terrified Word
Price: \$24.95

Item No. CLD2072
Freight: \$1.00



PowerPoint for Terrified Teachers

Elin Cook

Teacher Created Materials, Inc.

If you've been wanting to learn how to use PowerPoint for classroom presentations and student projects, here's

the book to guide you through what you need to know from an educator's point of view. You'll particularly like the over 120 pages of lesson ideas and templates for implementing them in your classroom included on the CD-ROM.

Terrified PP
Price: \$24.95

Item No. CLD2073
Freight: \$1.00



The Best of Internet Activities

Teacher Created Materials

Choose from the best lesson plans and related Web sites from Teacher Created Materials' Internet books. Lesson plans include a wide range of topics, user levels and types of activities. For all grade levels.

TCM Best
Price: \$24.95

Item No. CLD9914
Freight: \$.75

Application Central: Textbooks, Workshop Materials & Student Workbooks



Step-By-Step Series

Computer Literacy Press

Whether you're teaching a workshop series for teachers, a middle or high school classroom full of students or a continuing education class for adults, this series provides all the tools you need. Each topic is broken down into about 100 skills and presented in concrete steps one at a time. Class Packs include 10 or 25 books plus an Instructor's Guide with lesson plans and reproducible tests, a large Command Chart with multiple copies of smaller versions for handouts that are great for demonstrating and reinforcing keyboard shortcuts.

Microsoft Office 98 Mac

Textbook	CLD2020S
Price: \$19.95	Freight \$1.00
Class Pack 10	CLD2020-10
Price: \$189.95	Freight \$10.00
Class Pack 25	CLD2020-25
Price: \$399.00	Freight: \$20.00

Microsoft Office 97 Windows

Textbook	CLD2021S
Price: \$19.95	Freight \$1.00
Class Pack 10	CLD2021-10
Price: \$189.95	Freight \$10.00
Class Pack 25	CLD2021-25
Price: \$399.00	Freight: \$20.00

Microsoft Office 2000 Windows

Textbook	CLD2022S
Price: \$19.95	Freight \$1.00
Class Pack 10	CLD2022-10
Price: \$189.95	Freight \$10.00
Class Pack 25	CLD2022-25
Price: \$399.00	Freight: \$20.00

AppleWorks 6.0 Mac

Textbook	CLD2023S
Price: \$19.95	Freight \$1.00
Class Pack 10	CLD2023-10
Price: \$189.95	Freight \$10.00
Class Pack 25	CLD2023-25
Price: \$399.00	Freight: \$20.00

Microsoft Works 2000 Windows

Textbook	CLD2024S
Price: \$19.95	Freight \$1.00
Class Pack 10	CLD2024-10
Price: \$189.95	Freight \$10.00
Class Pack 25	CLD2024-25
Price: \$399.00	Freight: \$20.00



Laying a Foundation with Windows 95 and Windows 98

By Russell Stolins, Labyrinth Publications

These workbooks are perfect for introducing students (grade 7 and above) to the features of Windows. Each concept is presented, then reinforced with hands-on activities with step-by-step instructions and illustrations, followed by questions to encourage critical thinking and measure student progress.

W95 Workbook Item No. CLD9831
Price: \$19.95 Freight: \$1.00

W98 Workbook Item No. CLD9931
Price: \$19.95 Freight: \$1.00



Teach Yourself Visually Series Classroom Materials

IDG Books

This popular series is now available with classroom materials. The full-color graphics and step-by-step tutorial approach has helped thousands learn new applications. Topics are illustrated on two-page spreads with clear annotations and screenshots for focused learning. The teacher's manual includes timed lesson modules, skill charts, overviews, lesson plans, classroom suggestions, exercises, projects, answer keys plus a CD-ROM with visual aids, PowerPoint slides for each module, sample project documents, printable exercises, scoring sheets and answer keys. Student workbooks follow the text to provide students with

exercises and projects to master the concepts introduced in the text. The Classroom Bundle includes an Instructor's Manual plus texts and workbooks for 10 students. For middle school and above.

Teach Yourself Book only

Office 97	Item CLD2041B
Office 2000	Item CLD2042B
WORD 97	Item CLD2043B
WORD 2000	Item CLD2044B
PowerPoint 97	Item CLD2045B
PowerPoint 2000	Item CLD2046B
Price: \$29.95	Freight: \$1.50

Teach Yourself Book & Workbook

Office 97	Item CLD2041W
Office 2000	Item CLD2042W
WORD 97	Item CLD2043W
WORD 2000	Item CLD2044W
PowerPoint 97	Item CLD2045W
PowerPoint 2000	Item CLD2046W
Price: \$39.95	Freight: \$3.00

Classroom Bundle for 10 Students

Office 97	Item CLD2041C
Office 2000	Item CLD2042C
WORD 97	Item CLD2043C
WORD 2000	Item CLD2044C
PowerPoint 97	Item CLD2045C
PowerPoint 2000	Item CLD2046C
Price: \$349.95	Freight: \$20.00

Computer Literacy Press Curriculum Series



This series makes technology integration fun and easy. Each book provides over 100 activities to increase student computer skills while reinforcing your curriculum. Class Packs include 10 student books plus an Instructor's Manual with tips on meeting SCANS goals, lesson guides and solutions.

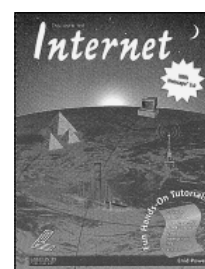
Math with Computers teaches students how to unleash the power of spreadsheets in calculating, organizing, interpreting and presenting data and making decisions.

Science with Computers teaches students when to use which technology tool to produce science reports, spreadsheets, correspondence, charts, Web pages and databases.

Social Studies with Computers shows students how to use computers to learn more about our nation's history, from the early colonial period through the Civil War.

Writing with Computers integrates five skill areas (grammar, writing process, software manipulation, document production and Internet research) into 125 activities.

<u>Math with Computers</u>	<u>Item</u>	<u>Price</u>	<u>Freight</u>	<u>Science with Computers</u>	<u>Item</u>	<u>Price</u>	<u>Freight</u>
Student Book	CLD2030S	\$22.95	\$1.00	Student Book	CLD2031S	\$22.95	\$1.00
Class Pack 10	CLD2030C	\$199.95	\$10.00	Class Pack 10	CLD2031C	\$199.95	\$10.00
<u>Social Studies with Computers</u>				<u>Writing with Computers</u>			
Student Book	CLD2032S	\$22.95	\$1.00	Student Book	CLD2033S	\$22.95	\$1.00
Class Pack 10	CLD2032C	\$199.95	\$10.00	Class Pack 10	CLD2033C	\$199.95	\$10.00



Discover the Internet

By Enid Powell, Labyrinth Publications

This complete hands-on tutorial provides everything you need to teach students (grade 7 and above) how to use the Internet with Netscape® Navigator.™ Each section presents new concepts, provides hands-on activities both online and off to reinforce concepts and includes quizzes to measure student progress.

Discover Internet Item No. CLD9832
Price: \$19.95 Freight: \$1.00
Class Pack of 10 Item No. CLD9832C
Price: \$179.95 Freight: \$8.00

Presentations, Graphics & Web Development Resources



Our Town™ Web Development Kit

Computer Learning Foundation

Everything you need to get your students involved in the Computer Learning Foundation's exciting *Our Town* initiative is in this kit. You'll find all the tools you need to begin developing a Web site for your town (and your school). The *Our Town* planning guide is chock full of ideas for integrating *Our Town*

into classroom activities. The CD-ROM includes *Web Workshop™* for *Our Town*, a Web page authoring tool that is so easy to use, even young children can create Web pages for your site. The CD-ROM also includes other electronic goodies: sample Web pages, the *Our Town* logo, backgrounds, graphics and two popular Web browsers (*Microsoft Internet Explorer* and *Netscape Navigator™*). You'll also find a 90-day trial version of *Claris Home Page* and, thanks to Microsoft, an Internet tutorial, a technology planning guide and *The Connected Learning Community* video—a great addition to a presentation in your community about why your students are helping create a Web site for your town.

Our Town-Mac/Win CD
Price: \$29.95

Item No. P9704CD
Freight: \$6.00



Teach Yourself to Create Web Pages in 24 Hours

By Rogers Cadenhead, Sams.net

This hands-on tutorial with 24 one-hour lessons and CD-ROM make this a perfect tool for teaching students (and yourself) how to create Web pages. The CD-ROM (Mac/Win) includes Netscape® Composer software, an easy to use Web page editor, graphics, multimedia editing tools and Netscape Communicator.

Web Pages 24 **Item No. CLD9839**
Price: \$24.95 Freight: \$1.50



Developing Web Pages for School and Classroom

*By Susan Hixson & Kathleen Schrock
Teacher Created Materials*

This handy book provides great guidance on planning a school Web site, including why you want to start a school web site, great questions to answer before you begin, suggestions on planning pages and collecting information and resources such as free graphics, and HTML programming basics.

School Web **Item No. CLD9916**
Price: \$24.95 Freight: \$1.50



Computer Craft Projects: Making Use of Printable Media

By Diane Kendall, Children's Software Press

You'll love the ideas in this handy how-to guide. You'll find oodles of ideas for using all kinds of printable materials—card stock, photo paper, stickers, plastic, decals, fabric, transfers and more—to create fun craft projects that kids (and adults) will enjoy.

Crafts **Item No. CLD2007**
Price: \$4.00 Freight: \$.50
Crafts-Pk of 30 **Item No. CLD2007-30**
Price: \$30.00 Freight: \$3.00

Digital Cameras in the Classroom

*By Dr. Merle Marsh & Diane Kendall
Children's Software Press*

If you have a digital camera, this how-to booklet will provide you with lots of fun and innovative ways to integrate its use into your classroom lessons.

Digital **Item No. CLD2005**
Price: \$4.00 Freight: \$.50
Digital-Pk of 30 **Item No. CLD2005-30**
Price: \$30.00 Freight: \$3.00



Home Sweet Home Page & the Kitchen Sink

By Robin Williams & Dave Mark, Peachpit Press

This book is a great step-by-step guide to creating Web pages. It's easy reading, but covers the basics of developing Web pages, regardless of which Web authoring tool you choose. It also includes lots of activities you can use with students at school or at home and a CD-ROM with lots of clip art, fonts, borders, buttons and icons.

Kitchen Sink **Item No. CLD9782**
Price: \$24.95 Freight: \$1.00

Teach Yourself FrontPage in 10 Minutes

By Galen Grimes, Sams Publishing

No need to be afraid of getting started developing Web pages with FrontPage with this quick study book. Each activity is quickly explained so you can learn what you need to know quickly.

FP10Min **Item No. CLD2009**
Price: \$12.95 Freight: \$.75



Creating a Winning PowerPoint 2000 Presentation

Cliffs Notes

Cliffs Notes helped many of us survive college. Now enjoy their crisp, to the point information to quickly learn the basics of creating attention-getting presentations with PowerPoint for a school board meeting, workshop or lesson in your classroom. You'll also learn how to share your presentations on the Internet.

Cliff PP **Item No. CLD2008**
Price: \$8.95 Freight: \$.50

Primary Fonts I & II

Teacher Created Materials

Create your own worksheets and presentations with these fonts packages for primary grades. Just load them into your system to use with whatever software you open.

Fonts I **Item No. CLD2010**
Fonts II **Item No. CLD2011**
Price: \$19.95 each Freight: \$1.00



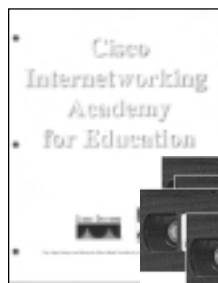
Making iMovies

Susan Smith, PeachPit Press

Creating movies doesn't require four years of film school and a six-figure budget anymore. Anyone with a camcorder and an Apple iMac DV can jump right in with this new book which provides detailed, start-to-finish production steps for completing a movie. The accompanying DVD-ROM includes lesson files, video clips, sound effects, music scores, illustrations and still photographs to enhance the tutorial projects in the book. Just as the desktop publishing revolution enabled people to publish professional-looking print pieces from their computers, iMovie software from Apple takes a major step toward empowering computer users to produce creative film and video works at home and at school.

iMovies **Item No. CLD2018**
Price: \$39.95 Freight: \$1.00

Resources to Help You Learn About Networking



Cisco Internetworking Academy for Education

7+ Hours of Video Presentations & Handouts

Designed for non-technical people, this 7+ hour video series is comprehensive, yet easy-to-understand and exceptionally affordable. This series is perfect for helping students and educators understand what they need to know to set up and administer their networks for

Internet access. To support your learning, 90 pages of handouts are included with summaries of concepts introduced, terms and definitions and presentation screens from each video segment.

Video 1: series overview, discussion of issues with Internetworking schools, components of a technology plan and important training issues.

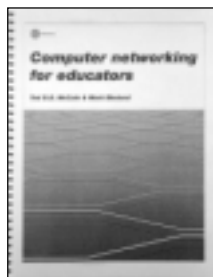
Video 2: Internetworking, NIC cards, MAC addresses and IP addresses, how data moves across networks, data packet structures, OSI Model and functions of bridges and routers.

Video 3: basic types of networks and cabling, developing a school wiring plan, potential problems, caveats and lab presentation of installing cable.

Video 4: counting in binary, how to construct IP addresses, different classes of IP addresses, determining the number of hosts possible on a network, the purpose and procedures for creating subnet masks, when to use routers, hubs and switches, router access levels, configuring a router, when to use different router commands and network security.

Internetworking
Price: \$49.95

Item No. CLD9670
Freight: \$6.00



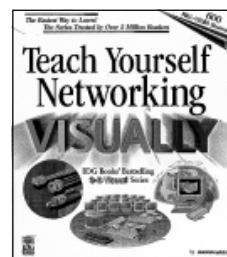
Computer Networking for Educators

By Ted D. E. McCain & Mark Ekelund, ISTE

With this popular book written for education, you'll learn the advantages of networking, how to plan for networking, networking basics and technical issues. Examples of simple and complex networks for Windows, Macintosh and mixed types of computers are also illustrated.

Networking
Price: \$30.95

Item No. CLD9418
Freight: \$1.50



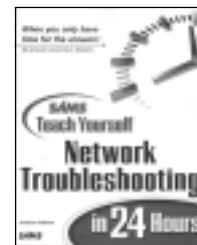
Teach Yourself Networking Visually

By Manan Graphics,™ IDG Books

Learn more about networking technology the easy way with this highly visual approach. Definitions and instructions are jargon-free and accompanied by quality illustrations (600 full-color illustrations) of each concept, including networking structure, hardware, cabling, operating systems, protocols, security, intranets, connecting to the Internet and more.

Net Visually
Price: \$29.95

Item No. CLD9836
Freight: \$2.00



SAMS Teach Yourself Network Troubleshooting in 24 Hours

By Jonathan Feldman, Sams Publishing

Your network is installed and someone has to make sure it stays up and running. Your school can't afford to call a networking specialist whenever there's any problem. Here's the book to help you learn the basics and how to solve the most common network problems. Addresses basic hardware issues and network configurations such as Ethernet, Token-Ring, UNIX, Netware, switch theory, firewall and proxy server basics. Also makes a great book for class instruction with its format of 24 one-hour lessons.

Net Trouble
Price: \$19.95

Item No. CLD2019
Freight: \$2.00

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